

PENINSULA HAWKS SCHOLARSHIP PROGRAM

What are your plans after graduation?

If you are planning to continue your education at a vocational/technical school, community college, four-year college or any other accredited institution, a scholarship could help make a difference for you. The Peninsula Hawks Scholarship Fund program offers you the opportunity to qualify for scholarships given by local businesses, organizations and individuals who wish to help students on their way to a meaningful future.

To qualify seniors must have earned 6 or more credits by attending classes ON-SITE at PHS and will receive a diploma from PHS on the graduation date of the current school year. Qualifying seniors who plan to pursue any type of higher education at an accredited school are encouraged to participate.

Local donors who select their own recipients and Community Readers that select on behalf of donors use your scholarship portfolios to determine which students best meet their award criteria. This is where your Personal Data sheet is critical. Your portfolio will represent you and allow the donors and the Community Readers to get to know you. Selections are based on your interests, achievements, and potential as illustrated by your scholarship portfolio. You will want to present your “best” self. Put a lot of thought into what you say about yourself and how the pages look to the reader.

This packet provides instructions for the preparation of your scholarship portfolio. You must adhere to the parameters outlined in the packet(including the order and number of pages). Portfolios that do not adhere to the parameters will not be accepted on turn-in-day.

In order to receive scholarships, you will need to complete a scholarship portfolio, attend the scholarship award ceremony, & write/submit thank you notes by specified deadlines. Scholarship money is sent directly to the educational institution and must be used for tuition, books or instructional fees ONLY. Any request for deferment of payment must be made in writing to the Peninsula Scholarship Committee by the specified on or before February 28th, 2022. All of this information can also be found at the Hawks Scholarship Fund link on the Peninsula High School website.

Disclaimer: The Community Readers are not affiliated with the scholarship committee or PHS staff. The Peninsula Hawks Scholarship Fund Committee (PHSFC) does not select the scholarship recipients, it oversees the program. The PHSFC is not a part of Peninsula School District. We work with PHS to assist students in submitting for scholarships through this program. As with any scholarship program, submitting a portfolio does not guarantee the receipt of a scholarship.



Peninsula Hawks
Scholarship Fund
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2019-2020 Scholarship Calendar

October 1 – Portfolios Go On Sale at the S.A.V.E. Thrift Store

- The cost is \$8.00
- Cash or check only (checks payable to Peninsula Hawks Scholarship Fund or PHSF)

November 12 – Portfolio Workshop

- During both lunches in the PHS Library

November 13 – Portfolio Workshop

- 6:00pm-7:30pm in the PHS Library

December 11 – FINAL Portfolio Workshop

- During both lunches in the PHS Library

December 20 – LAST DAY TO PURCHASE PORTFOLIOS (10am-4pm S.A.V.E. Thrift Store)

JANUARY 8 – PORTFOLIO TURN-IN DAY

- PORTFOLIOS AND ALL EXTRA FORMS MUST BE TURNED IN, BY THE STUDENT, TO THE SCHOLARSHIP COMMITTEE BETWEEN 8:00 AM TO 2:30 PM IN THE LIBRARY. **NO LATE PORTFOLIOS ACCEPTED! NO EXCEPTIONS!**

Early-Mid February – Additional Scholarship Essays Due

- Essays due for Morris Foundation, VFW, Gig Harbor Fisherman's Club, etc. Deadlines will be listed on supplemental scholarship paperwork.
- Turn in essays to PHS Counseling Office

May 20 - Scholarship Awards Ceremony

- **ATTENDANCE IS REQUIRED!**
- 6:30pm in the PHS Auditorium

June 1 - Thank You Note Turn-In Day

- **THANK YOU NOTES ARE REQUIRED TO RECEIVE AWARDED SCHOLARSHIPS!**
- 8:00am to 2:30pm in the PHS Library

February 28, 2022 - Last Day to Claim your Scholarship Award Money

- Scholarship money is sent directly to the educational institution you are attending and must be used for tuition, books and/or instructional fees only (no computers, uniforms, etc).
- Any request for deferment of payment must be made in writing to the Peninsula Hawks Scholarship Committee before this date.

KEEP THIS CALENDAR

IT CONTAINS ESSENTIAL DATES AND VALUABLE INFORMATION!



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Preparing the Portfolio

START EARLY and put your portfolio together carefully. Your teachers, counselors, and members of the scholarship committee are willing to help you. We understand the importance of pursuing your dreams and life goals through education. PORTFOLIOS THAT DO NOT ADHERE TO THE PARAMETERS WILL NOT BE ACCEPTED. FOLLOW DIRECTIONS!

PORTFOLIO CONSTRUCTION:

You will be assembling 2 identical portfolios. A scholarship portfolio consists of a maximum of 6 page protectors (2 sides each). IT MUST BE ASSEMBLED IN THE FOLLOWING ORDER.

****IMPORTANT** - Use standard margins on all documents to allow for portfolio binding and use plain white printer paper ONLY (no card stock, photo paper or decorative papers).

○	<div style="border: 1px solid black; width: 60px; height: 60px; margin: 0 auto; background-color: #d9ead3;">Photo</div> <p>Your Name Here</p>
○	
○	

Title Page (page 1) - This page should include your name and one current photograph of you. Your picture is required to be 4"x 6" minimum, appropriate and copied onto regular paper, not taped on.

Name	○
<p>Title this page Statement of Purpose</p>	○
	○

Statement of Purpose (page 2) - This essay is meant to reveal your direction in life in terms of who you are, where you are going, and how you plan to get there. Your essay may take any of several formats.

Possibilities:

- A story about an experience that made you realize who you are, what you stand for, and what you want to do with your life. The readers don't really want to know so much about the experience; they want to know why/how this experience affected you. Conclude your essay by connecting your experience to your future goals and aspirations.
- A straightforward essay about your goals and future career ideas. Include your plans for education, training, and your plans for financing your education. If undecided, explain what you are leaning toward doing as a career. Describe any personal experiences that helped you decide what you want to do with your life.
- Title this page Statement of Purpose and type your name in the top right hand corner of the paper (black ink only).

<input type="radio"/>	Transcript - leave blank
<input type="radio"/>	
<input type="radio"/>	

Transcript (page 3) - Leave this page blank. The scholarship committee will add transcripts when they are available.

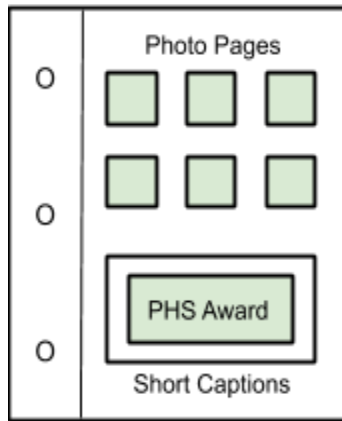
Personal Data	<input type="radio"/>
	<input type="radio"/>
	<input type="radio"/>

Personal Data (page 4) - Follow the Personal Data (SAMPLE FORMAT) form found in the packet. It is important that it is accurate and reflects your activities for 9th through 12th grades only.

<input type="radio"/>	Letter of Recommendation
<input type="radio"/>	
<input type="radio"/>	

Letter of Recommendation	<input type="radio"/>
	<input type="radio"/>
	<input type="radio"/>

Letters of Recommendation (pages 5 & 6) - Use the Request for Letter of Recommendation form found in you packet. Ask for letters of recommendation early. You will need to include 2 letters of recommendation in your portfolio. It is preferred to have only one letter from a PHS staff member and one letter from a person outside PHS (i.e. an employer, community/club sport or activity coach/leader) but not required. Keep a copy of your original letters as you may need them before your portfolios are returned to you on June 1st, 2020 (Thank You Note Turn-In Day).



Sample Layout

Photo Pages (pages 7 through 12) - Photocopy pictures of you participating in school and community sports and activities, volunteer service, work experience, interests/hobbies, etc. Your photos should support what you have included throughout your portfolio.

- Photocopy your awards and honors certificates, sports letters, race numbers, medals/ribbons/trophies, and other certifications (i.e. SCUBA card).
- You may include photocopies of newspaper articles about you, your artwork or short original poems.
- DO NOT INCLUDE any poems, songs/lyrics, or verses not written by you.
- Use plain white paper. No cardstock, photo or decorative paper. No taping originals on pages.
- You may use short captions only. No journaling.

ADDITIONAL REQUIRED MATERIALS TO TURN IN ALONG WITH YOUR PORTFOLIOS:

- 2 extra copies of your Statement of Purpose
- 1 extra copy of you Personal Data Sheet
- Statement of Understanding/Release of Information with a parent/guardian signature (if you are under 18)
- Media Form
- Criteria Sheet - complete both sides

PERSONAL DATA

(Sample)

EDUCATION

Grades 1-3 Minter Elementary
 Grades 4-5 Purdy Elementary
 Grades 6-8 Harbor Ridge Middle School
 Grades 9-10 Peninsula High School
 Grades 11-12 Running Start

SCHOOL SPORTS

Cross Country, Grades 11-12
 Soccer, Grades 9-11
 (Plan to participate in the spring)

SCHOOL ACTIVITIES/CLUBS

ASB Secretary, Grade 12
 Speech & Debate, Grade 11-12
 Band, Grade 9

AWARDS/HONORS

Scholar Athlete, Soccer, Grades 9-12
 Soccer Captain, Grade 11
 Most Inspirational, Cross Country, Grade 11
 First Chair Flute Section, Grade 12
 President of Church Youth Group, Grade 12
 National Honor Society, Grade 12

COMMUNITY SPORTS/CLUB SPORTS

Peninsula Lacrosse, Grades 11-12
 Harbor Soccer Club, Grades 9-12
 Dakine Volleyball Club, Grade 9
 PAA Basketball, Grade 10

COMMUNITY ACTIVITIES

Peninsula Youth Orchestra, Grades 9-12
 YoungLife, Grades 9-12
 Pierce Co Search & Rescue, Grade 12
 Cello Lessons, Grades 9-12
 Boy Scouts, Grade 9-10

INTEREST/HOBBIES

Snowboarding/Skiing
 Reading
 Hunting/Fishing

INTEREST/HOBBIES (continued)

Hiking/Camping
 Music
 Ceramics

VOLUNTEER SERVICE

Winterfest, Grades 9-10	8 hrs
Church Mission Trip, Grade 11 (guidelines noted below)	75 hrs
SAVE Thrift Store, Grade 10	12 hrs
Race for a Soldier, Grades 11-12	6 hrs
TOTAL VOLUNTEER HOURS	101 hrs

WORK EXPERIENCE

Courtesy Clerk, Safeway Grades 11-12	8 hrs wkly	500 hrs
Lawn Care, Summers Grades 9-11	10 hrs wkly	300 hrs
TOTAL WORK HOURS		800 hrs

FUTURE PLANS

Washington State University
 Major: Engineering
 Career Goal: Chemical Engineering

NOTE: Volunteer/Mission Trips count as 15 hours per day (if summer) and 10 hours per day (if school year). United Way Guidelines. DO NOT include recreational days.



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Requesting Letters of Recommendation

- Your portfolio must contain 2 letters of recommendation.
- Start early, some individuals receive many requests for letters and cannot accommodate everyone.
- Fill out the “Request for Letter of Recommendation” form completely and make copies.
- PHS staff members often receive many requests for letters and have the right to limit the number they will write. If a staff member has already written a letter of recommendation for you that has been addressed to a school or organization, a copy of that letter is acceptable for your scholarship portfolio. Ask the staff member to change the salutation to read “To Whom It May Concern.”
- It is to your advantage to have one letter from a PHS staff member and the second from another source such as an employer, coach, youth group leader, etc.
- When deciding who to ask, look for people who know you well in different settings and who see different sides of you: a teacher, pastor, employer, club advisor, coach, family friend, business person, etc. It is recommended that you collect a total of three letters and choose your two favorites.
- Make an appointment with the person to ask for a letter of recommendation. At the time of the appointment, give the writer your completed “Request for Letter of Recommendation” form and a self-addressed and stamped envelope, if the letter is to be mailed back to you.
- Set a definitive date for when you would like the completed letter so that the writer knows his/her due date. Plan ahead to meet your timeline and allow 10-14 days for the completion of the letter. If you have not received the letter after reminding the writer, ask someone else.
- Do not assume that a person will write a recommendation for you if you leave a request via voicemail or text. Make a personal contact with the individual.
- Write a short “thank you” to each person that provides you with a letter.
- Once you have the completed letters of recommendation, **SAVE THE ORIGINALS** and use copies in your portfolio. These letters will be of value to you in the future as you apply to colleges, for other scholarships or future work opportunities.

THANK YOU NOTES

Thank you notes are very important as these people have expended personal time and energy on your behalf. Notes should be written in your best handwriting with no grammatical errors. Do a draft first; there should be no mistakes or extra marks on the note you send. Handwritten notes are best and preferred. If you must type include a short, handwritten sentiment as well as your signature.

Personal Data Form for Recommendation Letter

Print your information in pen. Keep a copy for future use.

Student Name: _____

Date Submitted: _____

Provide a **brief description of family** (e.g. parents' occupation, number/age of siblings, etc.):

Teachers to contact for personal information:

Test Scores (highest single sitting): SAT _____ ACT _____ **Cumulative GPA** _____

School Activities (sports, performances, clubs, ASB, etc. that you've participated in on a regular basis. List the grade(s) (9th, 10th, 11th, 12th):

Community Activities (sports, clubs, etc.) that you've participated in on a consistent and regular basis. List the grade(s) (9th, 10th, 11th, 12th):

Leadership positions (president, treasurer, captain, group leader, etc.) that you've held in school and other organizations. List the grade(s) (9th, 10th, 11th, 12th):

Volunteer/Community Service activities you've organized or been involved in. **Please include total hours volunteered per activity.** List the grade(s) (9th, 10th, 11th, 12th): _____

Awards or honors you've received in high school: _____

Unique cultural experiences you've had, including travel: _____

What words would others (e.g. parents, friends, employers, etc.) **use to describe you?**

Describe **one event in your life** (if any) which has **significantly impacted your character** and why. (This could range from a family or personal trauma, personal recognition, or unique experience.):

List any **paid employment** during high school: _____

Describe **what you hope to be doing 10 years from now** (e.g. job, family, location, etc.):

Please list **anything else** about yourself that you think would be important in your letter of recommendation. An example would be overcoming adversity or?????

Scholarship Criteria Sheet

*Note: This is one of the most important sheets of paper you will complete. This is what gets your portfolio into the hands of the donors. Please take your time and fill it out with the utmost care. All information is optional, however, many scholarships are selected on specific criteria. Please write **legibly**.*

Name: _____ M F (Circle One)
Last First MI

Address: _____
Street City Zip

Primary Phone: _____ **Primary Email:** _____

Education: (check ALL Schools you have attended)

Elementary School		Middle School		High School	
Discovery		Harbor Ridge		Peninsula High School	
Evergreen		Key Peninsula		Running Start	
Minter				Technical School	
Purdy				Home School	
Vaughn					
Other		Other		Other	

Other Criteria: (check ALL that apply to you)

<input type="checkbox"/>	You are the 1st generation in your family to attend college.
<input type="checkbox"/>	You are disabled. Description: _____
<input type="checkbox"/>	Your parent or grandparent is a graduate of Peninsula High School. Which year(s)? _____
<input type="checkbox"/>	Your parent(s) have membership in Peninsula Education Association (PEA) or are teachers. List name of parent(s): _____
<input type="checkbox"/>	Your parent(s) have membership in PSE (Clerical Unit for Peninsula School District). List name of PSE Clerical member and where they work: _____
<input type="checkbox"/>	Your relative works for Peninsula Light.
<input type="checkbox"/>	Your relative works in the fishing industry.
<input type="checkbox"/>	Your relative is a member of the Fraternal Order of Eagles.
<input type="checkbox"/>	Your parent or grandparent is active duty or served in the military. List name of parent(s) or grandparent(s): _____
<input type="checkbox"/>	You participated in PAA (Peninsula Athletic Association) sports.
<input type="checkbox"/>	You have participate in Little League: Gig Harbor _____ Key Peninsula _____
<input type="checkbox"/>	You have taken sign language.
<input type="checkbox"/>	You have a public library card.
<input type="checkbox"/>	You attended Key Peninsula Co-Op Preschool: Evergreen _____ Vaughn _____

EDUCATIONAL PLANS

Community College 4 Year University/College Art Institute
 Vocational or Technical College Military Other

Note: You may choose more than one type of school (i.e. you may choose Community College and 4 year University/College if you plan to attend both)

CAREER GOAL (Required): _____

AREA OF STUDY (Required): You are required to number/rank your 1st through 3rd choices below. Even if you are unsure of your plans, please complete a ranking of 1-3 possibilities. (NOTE: 3 choices total, one 1st choice, one 2nd choice, and one 3rd choice)

ARTS & COMMUNICATION	BUSINESS & MARKETING	ENGINEERING & TECHNOLOGY	HUMAN & HEALTH SERVICES	SCIENCE & NATURAL RESOURCES
<input type="checkbox"/> Advertising	<input type="checkbox"/> Accounting	<input type="checkbox"/> Architecture	<input type="checkbox"/> Childcare	<input type="checkbox"/> Agriculture
<input type="checkbox"/> Actor	<input type="checkbox"/> Actuary	<input type="checkbox"/> Auto Repair/Body	<input type="checkbox"/> Cosmetology	<input type="checkbox"/> Animal Science
<input type="checkbox"/> Communications	<input type="checkbox"/> Marketing	<input type="checkbox"/> Aviation	<input type="checkbox"/> Massage Therapist	<input type="checkbox"/> Veterinarian
<input type="checkbox"/> Film/Radio/TV	<input type="checkbox"/> Business (General)	<input type="checkbox"/> Computer Science	<input type="checkbox"/> Chiropractor	<input type="checkbox"/> Ecology/Environment
<input type="checkbox"/> Fashion	<input type="checkbox"/> Customer Service	<input type="checkbox"/> Construction	<input type="checkbox"/> Education/Teacher	<input type="checkbox"/> Fishing/Maritime Industry
<input type="checkbox"/> Fine Arts	<input type="checkbox"/> Hospitality	<input type="checkbox"/> Engineer	<input type="checkbox"/> Dentistry	<input type="checkbox"/> Forensics
<input type="checkbox"/> Florist	<input type="checkbox"/> Human Resources	<input type="checkbox"/> Electronics	<input type="checkbox"/> Firefighter/Paramedic	<input type="checkbox"/> Forestry
<input type="checkbox"/> Visual Graphic Design	<input type="checkbox"/> Insurance	<input type="checkbox"/> Metal Working	<input type="checkbox"/> Healthcare/Support Services	<input type="checkbox"/> Geology
<input type="checkbox"/> Interior Design	<input type="checkbox"/> Entrepreneur	<input type="checkbox"/> Robotics	<input type="checkbox"/> Nursing	<input type="checkbox"/> Chemistry/Physics
<input type="checkbox"/> Music/Composer	<input type="checkbox"/> Real Estate	<input type="checkbox"/> Telecommunications	<input type="checkbox"/> Physician/Surgeon	<input type="checkbox"/> Biologist
<input type="checkbox"/> Photography	<input type="checkbox"/> Retail Sales	<input type="checkbox"/> Transportation	<input type="checkbox"/> Occupational/Physical Therapy	<input type="checkbox"/> Zoologist
<input type="checkbox"/> Public Relations	<input type="checkbox"/> Banking	<input type="checkbox"/> Industrial Design	<input type="checkbox"/> Speech Pathologist/Audiology	<input type="checkbox"/> Wildlife Management
<input type="checkbox"/> Journalism/Writer	<input type="checkbox"/> Financial Planner		<input type="checkbox"/> Social Sciences	<input type="checkbox"/> Meteorologist
<input type="checkbox"/> Illustrator	<input type="checkbox"/> Stock Broker		<input type="checkbox"/> Culinary Arts	<input type="checkbox"/> Astronomer
<input type="checkbox"/> Sign Language	<input type="checkbox"/> Finance		<input type="checkbox"/> Law Enforcement	<input type="checkbox"/> Landscape Architect
			<input type="checkbox"/> Lawyer	
Other _____	Other _____	Other _____	Other _____	Other _____

STATEMENT OF UNDERSTANDING & RELEASE OF INFORMATION

Students Name:

First Name

Last Name

I UNDERSTAND AND WILL COMPLY WITH THE FOLLOWING:

- Only qualifying seniors who have earned 6 or more credits on site at Peninsula High School and who receive a diploma from Peninsula High School on the graduation date of the current year, **2020**, are eligible for Peninsula Hawks Scholarship Fund scholarships.
- The scholarship portfolio, including Statement of Purpose, has been written and completed by student named above, with only minor assistance from others.
- The scholarship portfolios, forms and copies of specified sheets must be turned in by **2:30 PM, Wednesday, January 8, 2020**, in the PHS library or other location designated by the Scholarship Committee.
- No changes or access to the portfolios are permitted after submission. The portfolios will be returned after thank you notes have been approved and accepted.
- A scholarship portfolio can be disqualified from scholarship competition:
 - For irresponsible behavior of the student.
 - If the portfolio is found to contain documents that have been altered or misrepresented. These documents refer to transcripts, letters of recommendation, Statement of Purpose, etc.
 - If it is determined that the student will not earn 6 or more credits on site at PHS and receive a PHS diploma on the graduation date of the current year, **2020**.
- For other good causes determined by the Board of Directors of the Peninsula Hawks Scholarship Fund in its absolute discretion.
- An appropriate thank you note to each of your donors is absolutely required on **June 1, 2020**, thank you note turn in day. If all thank you notes are not turned in, the student's scholarship(s) will be revoked.
- The portfolio will be read by donors and Community Readers.
- The deadline for claiming awards offered to me through this program is **February 28, 2022**.

I agree that if I am offered and accept an award from Peninsula Hawks Scholarship Fund, they may use my name, my parents' names, my photograph, the name of my community, the name and address of my school, the amount of the award, and the name of the post-secondary institution I will attend and other information obtained under the auspices of this program in press releases, public announcements, donor requests for recipient contact information and other fundraising or promotional materials in all media (including the Internet), to advance the non-profit objectives of the Peninsula Hawks Scholarship Fund.
All information in my Scholarship Portfolio is true and correct to the best of my knowledge.

Date

Signature of Student (use ink pen)

Date

Signature of Parent if student is under 18 years old (use ink)



Media Form

This form is necessary for any media publications supported by the Peninsula School District. The Peninsula Hawks Scholarship Fund collects this information and forwards it on as needed.

PLEASE PRINT LEGIBLY IN ALL CAPITAL LETTERS

Student Name:

Last: _____ First: _____ Middle: _____

Parents or Guardians' Names:

First/Last: _____ First/Last: _____

Example: John and Helen Doe (Same last name/married)

John Doe and Helen Smith (divorced or different last names)

Future Plans: Check one. What are you plans for September? Leave blank if undecided.

- School _____
(Name of college, university, trade school, vocational school you will be attending)
- Work
- Military Service (Include branch of service)

List below all scholarships received other than those awarded through the Peninsula Hawks Scholarship Program.

Student Signature: _____ Phone: _____

Email: _____ Date: _____



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Portfolio Turn-In Day Check List January 8th, 2020

PORTFOLIOS SHOULD INCLUDE THE FOLLOWING:

- Title Page:** include 1 current photo of yourself only with your name under the photo
- Statement of Purpose:** include name in top right hand corner
- Transcript Page:** leave blank, to be added by Scholarship Committee when available
- Personal Data Sheet:** it is VERY IMPORTANT to follow the outline/sample provided
- Letters of Recommendation:** 2 letters required
- Photo Pages:**
 - up to 3 two-sided sheets of photos, activities, honors, interests, etc.
 - photocopies only, no original photos, certificates, artwork glued/taped onto pages
 - simple captions allowed (a sentence or less), no journaling or long text
 - do not include poems/song lyrics/verses or anything not written by you
- Blank Pages:** remove any blank sheet protectors if not using all 3 for photos
- Identical Portfolios:** both portfolios must be assembled in exactly the same order

ADDITIONAL REQUIRED FORMS TO TURN IN:

- 2 extra copies of Statement of Purpose
- 1 extra copy of Personal Data Sheet
- Statement of Understanding/Release of Information SIGNED BY PARENTS IF UNDER 18
- Scholarship Criteria Sheet (complete both front and back)

ADDITIONAL THINGS TO REMEMBER:

- Portfolios and all extra forms must be turned in BY THE STUDENT to the Scholarship Committee between 8:00 am - 2:30 pm on turn in day.
- Keep the original of each page of your portfolio for your own use (especially letters of recommendation) as you will not have access to them again until after thank you note turn-in day in May.
- A Scholarship Committee member will check each portfolio before being turned in. Only completed portfolios with all forms will be accepted!
- School closures may change the turn-in date. Check announcements for possible changes.